

**Board of Vocational Rehabilitation
June 24-25, 2014**

Governor's Inn, Pierre

Members present: Elaine Roberts, Robert Kean, Melissa Flor, Lyle Cook, Darla McGuire, Craig Eschenbaum, Joe Rehurek, Leo Hallan, Brett Glirbas, Colleen Moran, Chad Maxon, Patty Kuglitsch and Eric Weiss. Members absent: Matt Cain and Carol Kirchgessler. Others present: Carmen Thies, Bernie Grimme, Rich Eschenbaum, Mary Livermont, Tynel Kocer and Colette Wagoner. Interpreters were: Julie Paluch, Rachel Hatle and Kasey Entwistle.

OPENING ACTIONS: Welcome and Introductions: Elaine Roberts, Chairperson, called the meeting to order at 1:20 pm and asked for introductions. She asked for a motion to approve the meeting agenda, unless there were any additions or changes, none noted, **MOTION MADE (M) TO APPROVE THE AGENDA AS MAILED, SECONDED (S) AND CARRIED (C).** She moved to the minutes from the April 30th meeting asking for any changes or additions, **MOTION TO APPROVE THE MINUTES AS MAILED, MSC.** Next, she referred to the Executive Committee June meeting minutes and asked for approval. **MOTION TO APPROVE THE EXECUTIVE COMMITTEE MEETING MINUTES FROM JUNE 11, 2014, MSC.**

TIME FOR PUBLIC COMMENT: No public comment provided.

ANNOUNCEMENTS: Melissa announced the Transition Summer Institute will be held July 14-16 in Pierre focusing on "Going beyond Indicator 13 Requirements". A pre-conference session will also be held focusing on job coach-job development training for educators by Wendy Parent Johnson. Elaine talked about the "MyFile" being modified to work with Native American youth terming it "My Tribe". The file helps individuals organize information, as a record keeping system, they might need to share with others (e.g., developmental history, medical, therapies, IEP and notes, evaluations, consents, respite care, transition, legal/life planning).

"CHANGING CONSUMER NEEDS – HURON AREA": Bernie introduced Carmen Thies, DRS staff from the Huron district office. It was explained that a quarter of her caseload involves diverse minorities. A majority of these individuals are Karen refugees, indigenous to the Thailand-Burma region in Southeast Asia. Huron is one location where a large number of Karen refugees have settled along

with other nationalities. Huron is the 2nd most diverse town in South Dakota (Sioux Falls being first). Carmen brought and displayed examples of clothing that individuals wear. She shared that in the school system, 1 out of every 3 students speak another language as their first language. Lutheran Social Services (LSS) is the primary support system for these refugees, and if one is a "secondary refugee" they might never learn about available support services. A packet of information was shared containing information on refugee families from Burma, Karen Cultural Profile, example of benefit analysis in Karen, pictures of life in a refugee camp, living conditions, and a LSS Refugee Resettlement Fact Sheet. Carmen provided examples of cultural differences that make it very difficult in working with and finding employment for the refugees, beyond the language barrier. Examples included not having a birth date or a social security number. Individuals utilized a stream to bathe, wash, and collect drinking water, lived in bamboo huts, and cooked over open fires vs. knowing how to utilize appliances or a stove. LSS provides a 30 hour orientation program highlighting life in the United States, but the learning curve is steep. Karen individuals have little knowledge of banking and typically pay cash for most things. They are given one name vs. a first and last name. Their understanding of meals doesn't exist; they eat when they are hungry. If they become pregnant, they do not work, and once the baby arrives one of the parents stays home with the child because they do not believe in "daycare". Identifying employment becomes difficult, trying to find something that doesn't require reading or writing. There is a lack of understanding or concept of time which impacts showing up on time at a job, which day to go to work, taking medications, etc. Carmen utilizes Language Line to arrange for interpreter services. A large number of the refugees are working in the turkey plant or the beef jerky plant located in Alpena. Cornerstones offers English as a second language for those interested, and Patty mentioned working with individuals who are deaf and the need for multiple interpreters. Disability culture was discussed indicating that the Karen people don't focus on disability. The majority of individuals Carmen is working with have physical disabilities. Carmen asked if there were any other questions and if they come later, to be in touch with her.

BREAK

DIVISION DIRECTOR'S REPORT: Director's Comments: Eric Weiss shared that it was eye opening listening to Carmen and the concerns that were raised (e.g., educational needs for children, employment, housing, and independent living needs). He stated the Workforce Innovation and Opportunity Act is expected to be

heard on the Senate floor tomorrow. The Senate Bill does not move the Rehabilitation Services Administration (RSA) to the US Department of Labor and it will retain the Commissioner of RSA as a Presidential appointment. If it passes, the bill will move to the House, which is not expected to meet until after July 4th. Eric also noted discussions taking place to reduce the number of the regional technical assistance and continuing education centers (TACE) which could be very concerning and could impact program effectiveness. Telecommunications Assistive Devices and Telecommunications Equipment Distribution Programs: Eric explained that the Department of Human Services (DHS) has been drafting rules and policies following the legislative changes impacting the Telecommunications bill. The changes will also create a Hearing Aid Assistance Program for children under the age of 19. Brett, Patty, and Robert have been invited to participate on the workgroup. Draft administrative rules have been developed which will be presented to the workgroup.

DRS Budget Update: Eric shared that he attended a regional meeting in Montana, and he noted that there are vocational rehabilitation programs in surrounding states and across the nation that are on an Order of Selection. South Dakota has the State Plan Attachment in place if we need to implement the order, (if case service dollars cannot serve all those eligible for services), it can be put into place. He noted that it is not a concern for the Division now, and suggested perhaps it would be good to consider updating the State Plan in the future. The state fiscal year ends June 30th, with State Fiscal 2015 beginning on July 1st. Status of BVR Appointments: Eric reported that he hasn't heard anything regarding appointments or reappointments to the board as of today. Sometimes new appointees are contacted by the Governor's office first to ensure their willingness to serve prior to the Department being notified. Employment Works Initiative Update: Eric reminded members that a task force was created last summer by Governor Dugaard and the group met three times. DHS assisted with the meetings, and compiled a report outlining recommendations, goals and strategies. In regard to the first recommendation, DHS created a position for a business specialist. They have conducted the first round of interviews, and they are now entering the 2nd round of recruitment seeking the appropriate person. He spoke to the federal emphasis on vocational rehabilitation agencies working with employers; this new position would be working in line with what the federal agency is seeking. The desire is to have someone hired by the end of July or early August. He spoke to the need to expand the number of business led initiatives to provide technical assistance to employers. The Business Resource Network is one example, and a 'Request for Proposal' was announced in May and proposals are

due July 7th. Another item noted in the task force report was the state of South Dakota being a model employer of people with disabilities. A discussion topic involving the Departments of Human Services and Labor and Regulation and the Bureau of Human Resources involved how to influence the hiring of individuals with disabilities. Workforce Summit meetings were recently held around the state which provided an opportunity to explore solutions to workforce issues in South Dakota and this summary should be available soon. A question was asked regarding the ability to get more Project Skills students working in other State offices across the state. Eric explained that the state is reaching out to schools in an attempt to increase Project Skills in the state. This led to conversation about Project SEARCH and expanding this concept to other communities e.g., Pierre. Another need for Project SEARCH is having enough students with disabilities to make the program feasible. After further discussion it was noted that Project Skills and matching a student with a state office might be the best match. Eric noted a training initiative the Division is embarking on, utilizing "Person Centered Thinking" training, which is being adapted for vocational rehabilitation staff. The Division will bring in Michael Smull, a national known trainer, to provide person centered thinking tools to staff. Trainings will be conducted in Rapid City, Sioux Falls and Aberdeen in August and September. Last, Eric noted a RFP seeking a professional marketing group to develop a marketing strategy to reflect the availability of the untapped workforce of individuals with disabilities to address workforce shortages. This work would fall under the business specialist once that person is hired. The RFP was due in May; Bernie drafted the RFP, and others in the Department have a team to review all the proposals.

STATE AND TRIBAL VOCATIONAL REHABILITATION COLLABORATIONS:

Bernie handed out a picture of the group that convened in Mobridge in April, involving staff of state vocational rehabilitation programs and the four tribal VR programs. Dialogue was held on independent living services on the reservations, case services and processes, assistive technology, and promotion of disability awareness events. Since this event there have been follow-up conference calls and other meetings. Bernie also shared that Tribal VR staff are invited to attend staff training events. Lyle spoke about the meeting; he addressed what a big step this was for all programs involved and the importance of putting a name to a staff person. His staff expressed appreciation for the meeting and the ability to come together, and he was grateful for the opportunity to be involved. Another face-to-face meeting is being planned for the fall to be held on the Pine Ridge Reservation. A question was raised about the barriers that exist precluding other programs from applying for a federal grant. Lyle spoke to the limited number of

grants available, grant funding cycles, and the Tribal politics of each reservation, adding that sometimes it's the decision of where to house such a grant within tribal structure.

STATEWIDE INDEPENDENT LIVING COUNCIL UPDATE: Bernie explained he serves on the SILC as well as Lyle and Matt. He noted that Independent Living falls under the Rehabilitation Act, under Title VII, which contains the composition requirements of the Council and description and definitions of independent living services. The SILC met on May 15th and the following items were on the agenda: DRS Report, DSBVI Report, SILC staff report, and CIL reports. Part of the meeting was utilized for the work groups to meet, the workgroups include assistive technology, consumer services, housing and public awareness. Bernie spoke to the State Plan for Independent Living and hosting public meetings. He shared that the Native American Advocacy Program initiated dialogue about possible changes to the territory they serve and wanting to scale it back. RSA has recommended updating the State Plan to reflect language of redistributing funds if there are changes within any Center for Independent Living in South Dakota. The SILC hosted two meetings, a face-to-face meeting in Eagle Butte and a Dakota Digital Network meeting to obtain public feedback on the pending changes to the State Plan. The State Plan for IL will be submitted prior to July 1st for RSA's review and approval. The SILC will meet again on August 28th in Pierre. Lyle shared that he will term off the SILC this summer. Gillian Plenty Chief's name was forwarded to the Governor's office for consideration along with other possible nominees. Gillian is the director of the Standing Rock Vocational Rehabilitation Program. Lyle spoke to various committees he has served on with the boards and council, and if Gillian is appointed, she may be interested in serving on these committees as well (Governor's Awards Review Committee, NDEAM Review Committee). A question was raised about the Activities of Daily Living Services (ADLS) Program, and if there any possible changes or updates coming regarding this program. The question was raised about scheduling of attendants, and if the person utilizing the program can turn this responsibility over to an agency. In response to this question, it was explained that when this program was created, consumer input was overwhelming in favor of consumer control (hiring, firing, and scheduling) of attendants. It was suggested that Matt Cain with Independent Living Choices, present information to the board on the ADLS program. Patty asked about independent living services for individuals who are deaf or hearing impaired. It was explained that Part C funds cannot be used to serve one specific disability group. Part B funds have more flexibility in how they can be used and who they can serve.

STATE WORKFORCE DEVELOPMENT COUNCIL UPDATE: Eric talked about the recently held Workforce Summit meetings, which were initiated by the Department of Labor and Regulation. The summit meetings provided information about various DOLR programs/initiatives and the opportunity to talk about workforce challenges and possibilities. Elaine noted that several staff from her agency attended, and they indicated that excellent information was shared; however there was very little discussion about employment of people with disabilities. Small group discussions were held, which allowed for inquiries to be made about improving employment for people with disabilities. She noted that the timing of the meetings coincided well with construction season and the need for workers. Eric noted that staff from the Division also attended and different regional topics were noted e.g., Native American population growing in Rapid City, however employment numbers of Native Americans in this area is going down. Eric noted he is looking forward to reviewing the comments from these meetings and feels he can be a conduit between the Board, Division and DOLR. He spoke to the Council meetings being relatively brief with the focus primarily on information sharing. There is a need to explore how to better engage the Council about issues impacting people with disabilities. Brett spoke to pending changes in Sioux Falls impacting transportation and the need to assist people with self advocacy skills to approach the city. Elaine asked Colleen if she would be willing to share a quick overview of what the city of Sioux Falls is planning in regard to transit services in the morning, and Colleen agreed to do so at the appropriate time.

BRAINSTORMING TIME: Elaine suggested after the conversations involving workforce meetings, transit, attendant care, and other topics being discussed (brainstormed) that the meeting be recessed until morning.

MEETING RECONVENED AT 8:20 AM.

WELCOME AND INTRODUCTIONS: Elaine asked everyone present to introduce themselves, their role on the board or as a guest, and where they were from to give the presenters an idea of state representation.

ASPIRE (Achieving Success by Promoting Readiness for Education and Employment), Promise Grant Update: Bernie introduced Mary Livermont, Site Coordinator, and Tynel Kocer, Enrollment Specialist, ASPIRE staff, located in Pierre. Mary noted two other staff members not present: Barry Gravatt, Rapid City

and Linda Schoon, Sioux Falls. ASPIRE Staff attempted to get the promotional video to work.

Meanwhile, Elaine asked Colleen to talk about Sioux Falls and transit. Colleen addressed fixed route and paratransit services explaining that the city is realizing issues regarding transit services. A workgroup was convened (city personnel and users of the systems) to create a more sustainable transit system. The city has offered paratransit services beyond what it needed to do. Now, the city is proposing to cut services, cut back to the required $\frac{3}{4}$ mile limit as required by the Americans with Disabilities Act. The city provides over 1,000,000 rides annually. They are exploring different systems e.g., the buddy system, "project car", and others. Transit is a very complex issue, figuring out rates, fixed route rate \$1.00/per ride, paratransit rate at \$2.00/per ride, and they currently provide over 40,000 free bus passes each year. Raising the fares would be a drop in the bucket for a fix. The draft report can be viewed on the city of Sioux Falls website at: <http://www.sioxford.org/council/transit-taskforce.aspx>, and the report contains the workgroup's recommendations.

The ASPIRE promotional video was shown at this time. Items handed out included a copy of a PowerPoint presentation, ASPIRE flyer, and a brochure. Items discussed: goal of the ASPIRE grant is to determine if interventions improve outcomes of youth (ages 14-16) receiving SSI and their families. The research hypothesis is improved service provisions and coordination will result in improved education, employment and self-determination. The objective is to address challenges faces by youth on SSI and their families. ASPIRE project goals include an enrollment of 2000 participants (1000 target group/1000 in the control group), of which South Dakota will attempt to enroll 120 (other states part of the grant include Arizona, Colorado, Montana, North Dakota, and Utah). Enrollees will be evaluated for a five year period. The key difference between the target group and control group is the provision of case management services. ASPIRE services include navigating school options, educational and career choices, paid work experience, self-determination skills building, benefits counseling, money management, and parent support and training. Names of potential enrollees will come from Social Security. ASPIRE staff are working with South Dakota Parent Connection in developing the parent educational piece. "Bridges Out of Poverty"

will be utilized which includes the financial educational piece. A question was asked if an enrollee goes off SSI, will they remain in the program, and the answer was yes, they will continue, if they want to. Another aspect of the grant involves "community conversations" which will involve raising awareness and engaging community representatives. Staff reporting felt South Dakota was at a better place with a number of programs already in existence such as Project Skills and Project SEARCH and access to benefit specialists.

STATE PLAN SUBMISSION: Bernie reported on this agenda item explaining the State Plan has two parts, a pre-print and related attachments. He reported that the Consumer Services Committee met May 8th to review the attachments requiring updates. It was explained that some attachments report on past activities, current activities and future activities. There are ten attachments requiring updates, which will be submitted to Rehabilitation Services Administration (RSA). He highlighted the following:

Attachment 4.2(c): Summary of Input and Recommendations of the State Rehabilitation Council; Response of the Designated State Unit; and Explanations for Rejection of Input or Recommendations

Attachment 4.7(b)(3): Request for Waiver of Statewideness

Attachment 4.10: Comprehensive System of Personnel Development

Attachment 4.11(b): Assessments; Estimates; Goals and Priorities; Strategies; and Progress Reports - Annual Estimates of Individuals to Be Served and Costs of Services

Attachment 4.11(c)(3): Order of Selection

At this point there was discussion regarding the need to remove this attachment during the next submission cycle since financial resources are at a good standing. It was explained this attachment would need to be updated once reauthorization takes place, placing transition age students as a high priority and serving those who are currently employed and looking at a pending loss.

Attachment 4.11(c)(4): Assessments; Estimates; Goals and Priorities; Strategies; and Progress Reports - Goals and Plans for Distribution of Title VI, Part B Funds

Attachment 4.11(e)(2): Attachment 4.11(e)(2): Assessments; Estimates; Goals and Priorities; Strategies; and Progress Reports – Evaluation and Report of Progress in Achieving Identified Goals and Priorities and Use Of Title I funds for Innovation and Expansion Activities

Bernie explained the attachment above will be shared with district office staff to outline more action steps for the goals and strategies that are currently noted.

Attachment 4.11(a) Assessments; Estimates; Goals and Priorities; Strategies; and Progress Reports - Results of Comprehensive Statewide Assessment of the Rehabilitation Needs of Individuals with Disabilities and Need to Establish, Develop, or Improve Community Rehabilitation Programs

This attachment is what Robert Jahner developed utilizing the findings of the comprehensive statewide needs assessment findings. Four need categories were identified with related areas for each.

Attachment 4.11(c)(1) Assessments; Estimates; Goals and Priorities; Strategies; and Progress Reports - State's Goals and Priorities

Attachment 4.11(d) Assessments; Estimates; Goals and Priorities; Strategies; and Progress Reports - State's Strategies and Use of Title I Funds for Innovation and Expansion Activities

Thank yous were expressed to Bernie for his work on redrafting the attachments with the completion of the needs assessment and calling for a rewrite, there was a lot of time involved. The Consumer Services Committee was also acknowledged for their time involved with reviewing the documents.

STATUS OF GOVERNOR'S AWARDS CEREMONY: Eric provided a brief background of the Governor's Awards process (nominations solicitation, review committee, and forwarding the review committee's selections). The last few years the date of the ceremony has fluctuated between the months of July, September, and October. He hasn't heard yet and will keep members apprised.

PROPOSED SLATE OF OFFICERS: Elaine turned the gavel over to Eric at this point. Eric explained that he was bringing forth a proposed slate for officers for the Board's consideration. At this time, the members interested and willing to run for office include Brett Glirbas for Chairperson, Patty Kuglitsch for Vice Chairperson and Darla McGuire for Member-At-Large.

Eric moved **(M)** to nominate Brett Glirbas for Chairperson, it was seconded **(S)**. He called for further nominations. Eric called for further nominations a second and third time, per Robert's Rules of Order, hearing none, **MOTION THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST IN FAVOR OF BRETT AS CHAIRPERSON – MSC.**

Eric moved **(M)** to nominate Patty Kuglitsch for Vice-Chair; it was seconded **(S)**. Eric called for any further nominations. He called a second time, and a third time, per Roberts Rules of Order for further nominations. Upon hearing none, **MOTION THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST IN FAVOR OF PATTY FOR VICE CHAIRPERSON – MSC.**

Lastly, Eric moved **(M)** to nominate Darla McGuire for Member at Large; it was seconded **(S)**. Eric called for any further nominations a second and third time, per Robert's Rules of Order. Hearing none, **MOTION THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST IN FAVOR OF DARLA AS MEMBER-AT-LARGE – MSC.**

Eric passed the gavel back to Elaine, who passed it over to Brett. At this time, Lyle addressed the Board. He shared that he is being pulled in many directions, in addition to serving on the Boards of Vocational Rehabilitation, Service to the Blind and Visually Impaired, and Statewide Independent Living Council. At this point, he would like to step back from the Board of Vocational Rehabilitation and take a break. He has talked with Jolleen Laverdure, Director of the Lower Brule Vocational Rehabilitation Services Program about her serving. He read his letter

to the Governor outlining his intent to resign. He referenced a follow-up letter, also to the Governor, offering a recommendation for Jolleen for the vacancy created by his resignation and filling the composition requirement of an American Indian Vocational Rehabilitation Services (AIVRS) director. In his letter, he also made a suggestion of having the three year terms expire at the same time for the three entities to allow for a rotation of the AIVRS directors on each of the respective boards/council.

FAREWELL TO OUTGOING MEMBERS: Brett invited Elaine, Craig, Robert, Joe, and Lyle to come forward. The four member's terms expire the end of June along with Lyle now resigning. Individuals provided personal "thank yous" and shared stories of their time together serving. A plant was presented to each of the four members whose terms were expiring as a thank you gift, and it was noted that the Board will catch up with Lyle to say a further goodbye. Photos were taken.

OTHER BUSINESS: There was none.

CLOSING ACTIONS: Future Agenda Items: Update on ASPIRE and the Employment Works Initiative, and overview of the Rehabilitation Act, if reauthorization is passed. Bernie also suggested having the Aberdeen district office staff present on the newer training modules being utilized. Scheduling Next Meeting: Consensus was to have the Board meet in Pierre again on September 11th and 12th. Adjournment: **MOTION TO ADJOURN, MSC.**